

# Notice Addendum



## Identification

Reference Number:	22032067
Title:	Emergency Roof Repairs - Vandalia Correctional Center Bakery
Agency Reference Number:	120-240-058
Agency:	CDB - Capital Development Board
Purchasing Agency:	CDB - Capital Development Board
Purchasing Agency SPO:	Ken Morris
Date First Offered	10/03/2013
Status:	Published

## Overview

### Description and Specifications:

This Notice Addendum provides the emergency purchase affidavit. A change from the initial notice is in the breakdown of the estimated cost of this emergency. While the total estimated cost remains at \$50,000, it is not split equally between the two vendors, but is estimated to be \$10,000 for Upchurch Group for construction-related professional services, and \$40,000 for Bel-O Sales & Service Co., Inc. for construction.

## Key Information

Notice Type:	Emergency Procurement
Notice Stage:	Notice of Intent
Does this addendum add/or change vendor(s) information? (i.e. vendor name/address, contact information, and/or award amount, etc.)?	No
Published:	10/10/2013
Notice Expiration Date:	10/25/2013
Emergency Justification:	The roof has leaked for three years, and a tarp was installed after no repair moneys were made available. The tarp is not a completely effective barrier to water leaks, and is very unlikely to last through the winter. Water leaks impact food handling and food safety, and would damage the interior of the facility. CDB's processes for competitively procuring an A/E, who would then prepare detailed bidding documents, and then procure a roofing contractor would not lead to repairs being implemented much sooner than March 2014. The roof is likely to develop serious leakage prior to that time.
Accordance with Admin Rule:	Minimize serious disruption to critical state services that affect health, safety, or collection of substantial state revenues, Protect against further damage to state property
Professional & Artistic:	No

Small Business Set-Aside: No

Does this solicitation contain a BEP or DBE requirement?: No

Relevant Category: Other

Total Amount of Award: \$50,000.00 (Total Dollar Value Only/Includes Any Renewal Options)  
 Estimated/Actual Value: CDB estimates the cost of repairs at \$50,000.00  
 Description: The costs are allocated between the A/E, Upchurch Group at \$10,000, and the contractor, Bel-O Sales & Service at \$40,0000

Length of Initial Term: 3  
 Contract Begin Date: 10/03/2013  
 Contract End Date: 12/31/2013  
 Renewal Terms: 0

**Bidder(s)**

Number of Responding Bidders: 2  
 Number of Unsuccessful Responsive Bidders: 0  
 Total Number Awarded: 2

Listing of All Bidders/Offerors Considered But Not Selected:

N/A

Source Selection: N/A

**Vendor(s) Selected for Award**

No vendor information to display.

**Notice Contact**

Name: Fredrick Hahn  
 Street Address: 318 Stratton Building  
 City: Springfield  
 State: IL  
 Zip Code: 62706  
 Phone: 217-558-2210  
 Fax Number: 217-558-2164  
 Email Address: fredrick.hahn@illinois.gov

**Class Code**

Class Codes: S210 Construction Services  
 S230 Energy; Environmental; Engineering; Architectural; & Surveying Services

Notify Type: Send email to selected Class Codes only

**Attachments**

To download file(s), click on filename(s) located below. Not all Notice Addendums will have files to download.

File Attachments: • [120-240-058 Affidavit 101013.pdf \(214849 Bytes\)](#)

- ATTTDJVQ.pdf (214849 Bytes)

## EMERGENCY PURCHASE AFFIDAVIT

Reference # 120-240-058

Chief Procurement Officer (CPO) making a procurement under Illinois Procurement Code (30 ILCS 500/20-30) shall file affidavit with Procurement Policy Board and Auditor General within 10 days.

Agency: Capital Development Board Division: \_\_\_\_\_

Address: 401 South Spring Street

City: Springfield State: IL Zip: 62706

Vendor #1: The Upchurch Group, Inc.

Address: 123 North 15<sup>th</sup> Street

City: Mattoon State: IL Zip: 61938

Vendor #2: Bel - O Sales & Service Co., Inc.

Address: 5909 Cool Sports Road

City: Belleville State: IL Zip: 62223

State of Illinois )  
: SS

County of Sangamon

I, Gus Behnke being duly sworn, solemnly swear and affirm that I am Chief Fiscal Officer.

I have authorized the emergency procurement in accordance with standards as established by law and rule in fulfillment of the emergency purchase affidavit provisions of Illinois Procurement Code [30 ILCS 500/20-30] as follows.

- ☐ Involving threat to public health or public safety.
- ☒ Immediate expenditure is necessary for repairs to State property to protect against further loss of or damage
- ☒ To prevent or minimize serious disruption in critical State services that affect health, safety, or collection of substantial State revenues.
- ☐ To insure integrity of State records
- ☐ Quick purchase as provided by Section 20-30 (d) of the Illinois Procurement Code

The conditions and circumstances requiring this emergency purchase, including reason for selection of the particular contractor are:

The roof on the Bakery Building has been leaking for the past three years. With no funding or repair project authorized, the roof has since deteriorated causing portions of the roof decking to rot through, causing sections of the ceiling to collapse and the building structure to be compromised. A tarp has been installed to stop water from entering the building, however, this is a temporary solution and will not last through the winter months. This building contains a commercial oven, mixer, sinks and food products used to prepare daily meals for 1,700 inmates. This roof must be replaced prior to winter to preserve the equipment and enable the facility to continue to provide inmate meals.

Vendor #1 has been selected to provide design services and observation of construction to replace the roofing system and any interior damage at the Bakery Building. Vendor #2 has been selected to provide labor and materials to replace the roofing system and repair the interior damage at the Bakery Building. Both Vendor #1 and Vendor #2 were chosen because of the familiarity with the site and their availability to immediately mobilize and remediate the situation.

Considering the tarp is a very temporary solution and to ensure the roof of the Bakery Building is replaced prior to winter weather conditions, an emergency procurement is necessary in order to protect against further loss of or damage to State property and to minimize a serious disruption in critical State services.

(Continue on next page if necessary)

Vendor # 1 - Expected Start Date: 10/03/13 Expected End Date: 12/31/13

Vendor # 2 - Expected Start Date: 10/03/13 Expected End Date: 12/31/13

Extension of previous emergency purchase: ☐ Yes or ☒ No

Term of emergency procurement shall not exceed 90 days. Contract may be extended beyond 90 days if CPO determines additional time is necessary; however, prior to execution of extension, CPO must hold a public hearing and provide written description.

Vendor #1 - Amount of this expenditure is: \$ \_\_\_\_\_ ☐ Actual or \$ 10,000 ☒ \*Estimated

Vendor #2 - Amount of this expenditure is: \$ \_\_\_\_\_ ☐ Actual or \$ 40,000 ☒ \*Estimated

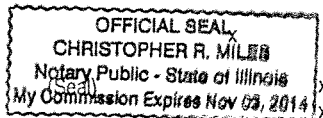
\*When only an estimate of cost is available, the actual cost shall be reported immediately after it is determined.

I am duly authorized to make this affidavit. I know and understand the contents of this affidavit and all statements herein are true and correct. This affidavit is made pursuant to and in fulfillment of the requirements of Illinois Procurement Code [30 ILCS 500/20-30].

GWR Behrman

Signature of Affiant

Subscribed and sworn before me this 10<sup>th</sup> day of October 2013.



Christopher R. Miller

Notary Public

My Commission expires: 11/3/14

#### Section 20-30. Emergency purchase

(a) Conditions for use. In accordance with standards set by rule, a purchasing agency may make emergency procurements without competitive sealed bidding or prior notice when there exists a threat to public health or public safety, or when immediate expenditure is necessary for repairs to State property in order to protect against further loss of or damage to State property, to prevent or minimize serious disruption in critical State services that affect health, safety, or collection of substantial State revenues, or to ensure the integrity of State records; provided, however, that the term of the term of the emergency purchase shall be limited to the time reasonably needed for a competitive procurement, not to exceed 90 days. A contract may be extended beyond 90 days if the chief procurement officer determines additional time is necessary and that the contract scope and duration are limited to the emergency. Prior to the execution of the extension, the chief procurement officer must hold a public hearing and provide written justification for all emergency contracts. Members of the public may present testimony. Emergency procurements shall be made with as much competition as is practicable under the circumstances. A written description of the basis for the emergency and reasons for the selection of the particular contractor shall be included in the contract file.

(b) Notice. Notice of all emergency procurements shall be provided to the Procurement Policy Board and published in the online electronic Bulletin no later than 3 business days after the contract is awarded. Notice of intent to extend an emergency contract shall be provided to the Procurement Policy Board and published in the online electronic Bulletin at least 14 days before the public hearing. Notice shall include at least a description of the need for the emergency purchase, the contractor, and if applicable, the date, time and location of the public hearing. A copy of this notice and all documents provided at the hearing shall be included in the subsequent Procurement Bulletin. Before the next appropriate volume of the Illinois Procurement Bulletin, the purchasing agency shall publish in the Illinois Procurement Bulletin a copy of each written description and reasons and the total cost of each emergency procurement made during the previous month. When only an estimate of the total cost is known at the time of publication, the estimate shall be identified as an estimate and published. When the actual total cost is determined, it shall also be published in like manner before the 10th day of the next succeeding month.

(c) Affidavits. A chief procurement officer making a procurement under this Section shall file affidavits with the Procurement Policy Board and the Auditor General within 10 days after the procurement setting forth the amount expended, the name of the contractor involved, and the conditions and circumstances requiring the emergency procurement. When only an estimate of the cost is available within 10 days after the procurement, the actual cost shall be reported immediately after it is determined. At the end of each fiscal quarter, the Auditor General shall file with the Legislative Audit Commission and the Governor a complete listing of all emergency procurements reported during that fiscal quarter. The Legislative Audit Commission shall review the emergency procurements so reported and, in its annual reports, advise the General Assembly of procurements that appear to constitute an abuse of this Section.

(d) Quick purchases. The chief procurement officer may promulgate rules extending the circumstances by which a purchasing agency may make purchases under this Section, including but not limited to the procurement of items available at a discount for a limited period of time. (Source: P.A. 90-572, eff. date - See Sec. 99-5.)

For continuation if necessary:

Reference # \_\_\_\_\_

## Emergency Memorandum

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To: Capital Programs  
Capital Development Board  
From: Vandalia Correctional Center ( Bakery CO-982 )  
Date: 9/24/2013  
Subject: Emergency Purchase Request

The is requesting that the Capital Development Board take action to procure, on an emergency basis, one or more contracts to address an emergency need of the State.

This situation meets the following condition(s) for use as set forth in 30 ILCS 500/20-30:

- \_\_\_\_\_ There exists a threat to public health or public safety.
- X   Immediate expenditure is necessary for repairs to State property in order to protect against further loss or damage.
- \_\_\_\_\_ It is necessary to prevent or minimize serious disruption in State services.
- \_\_\_\_\_ It is necessary to insure the integrity of State records.

Specific justification for the emergency conditions listed above are as follows:

(Please attach relevant documentation)

Please describe the emergency. Attach additional sheets as needed.

Bakery (CO-982): The shingled roof was installed in 1989. For the past three years the roof has been leaking. The roof has deteriorated to a point that it is causing structural damage to the building. Sections of the roof decking have rotted through and sections of the ceiling have collapsed. A temporary tarp was installed, on 7/10/13, to stop water from entering the building. This building contains a commercial oven, a mixer, sinks, and food products, used to prepare daily meals for 1700 inmates.

I am Ronald Kistler, Chief Engineer (Please give official title and office.)

*We understand that CDB will coordinate with its CPO who will make all appropriate postings to the Procurement Bulletin and will file all necessary affidavits and updates with the Auditor General.*